

CATV
FORM 100
APPLICATION FORM

Purpose of application:

- ☐ Recertification of an existing license
- ☐ Request for a new license
- ☐ Transfer/assignment of an existing license
- ☒ Renewal of license

INSTRUCTIONS FOR COMPLETING FORM 100

- 1) File two copies of this application with the issuing authority and one copy with the Massachusetts Community Antenna Television Commission.
- 2) The application must be accompanied by a fee of \$100.00 payable to the city or town for which the cable television license is sought.
- 3) *All* applicants must answer Sections I-VI, VIII and IX. Applicants for transfer (transferee) or assignment (assignee) of an existing license must also answer Section VII.
- 4) Answer question on the form itself wherever space is provided for that purpose. Where Exhibits are requested, indicate the Exhibit number in the appropriate blank on the form, keyed to the attachment.
- 5) In completing Attachment 2 (Ownership), follow carefully the instructions for the attachment and (insofar as possible) provide the requested information in the format provided.
- 6) In completing Schedule A, applicants are requested to distribute projected capital and operating expenses according to the following three categories:
 - a) Signals: All costs incurred in capturing or producing any signals fed into the system.
 - b) Distribution: All costs incurred in building and operating the trunk and feeder distribution plant, but excluding drop costs.
 - c) Subscribers: All costs incurred in bringing new subscribers onto the system, and servicing of current subscribers.

1. Name and location of municipality for which cable television franchise is sought:

Worcester
County

3. Name of person to whom communications should be sent if different from item 2:

5. Name and title of chief executive:

II. LOCAL INFORMATION

- 2

9. If license is granted, and all other necessary authorizations are obtained, specify:
- Within what time period does applicant intend to begin full-scale construction? Complete construction? N/A **Renewal License – Existing System HFC 860MHz**
 - Attach as Exhibit A-1 a street map of the area to be served. Indicate location of tower or antenna, primary and secondary Headends, boundaries of cable districts, and expected paths of system's trunk lines. Also indicate applicant's best estimate as to the time in which construction will be completed and subscriber service available in each segment of the area to be served.

III. SERVICES

10. Attach as Exhibit B-1 a list of all broadcast television signals currently received in the proposed service area. Indicate whether the signal is VHF or UHF, and whether the service area is in the Grade A or Grade B contour of the signal. Where appropriate, list "significantly viewed" signals as defined by the FCC.

11. Attach as Exhibit B-2 the following information concerning broadcast signals the applicant proposes to carry:

Call	Method of Radio
<u>Letters</u> / <u>City</u> / <u>State</u> / <u>Reception*</u> / <u>TV</u> / <u>AM or FM</u>	

* (o -- off the air; cc -- common carrier microwave;
p -- private microwave)

12. Describe as Exhibit B-3 services applicant proposes to offer in addition to regularly rebroadcast signals:

Type of Service	Projected Year	Additional Charge, if any	Hours of Operation	No. of cable Channels used*
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* Describe (use additional sheets if necessary; label as Exhibit ____):

Movies, sports events, other (specify)	Fire Alarm
News Ticker	Police Surveillance
Time/Weather scan	Facsimile Reproduction
Sports Ticker	Preference Polling
Stock Market Ticker	Utility Meter Reading
Burglar Alarm	Games and Contests
	Other services (specify)

13. Does applicant plan to offer non-automated local origination programming? Yes
If so, when? ***Currently Available*** Submit as Exhibit ___:

a) Types of programming proposed to be provided (i.e., news, public affairs, sports, etc.) during a typical week;

SCC has effectively delegated the organization, management, control, promotion, training, and production of local origination programming to a local independent organization. Through this organization, Shrewsbury's Media Connection (SMC), SCC fulfills its obligation to provide public, governmental and educational access commonly referred to as PEG Access.

A truly community based organization that facilitates and coordinates all programming on three local origination channels, one of each of three PEG functions.

Public Access programming includes regularly produced programs covering topics of community/social services, local sports, talk shows, health and exercise, elder affairs, legal and financial advice, local public safety, religious programs, concerts, community events, and other programs of interest to particular producers.

Educational Access programming is produced in conjunction with the local school district. Programs include high school sporting events, plays, concerts, award ceremonies, video magazines, homework help sessions and school committee meetings. This locally produced programming is supplemented with regionally and nationally produced programs in subjects related to MCAS testing, trends in education, and NASA programs.

Governmental programming focuses primarily on town governments with emphasis on local boards and committee meetings including but not limited to Selectmen, Finance Committee, Building Committee, Lake Committee, Planning Board, Park Commission, Town Meetings, Zoning Board, and "Ask the Town Manager" shows.

b) Approximate number of hours per week for such programming;

During the week, there are about 209.5 hours of PEG cablecast programs. The remainder of the time is filled with Bulletin Board programming listing.

- c) State how much programming will serve the specific needs of the area to be served;

The local access channels' management group, SMC, is governed by an independent board of directors elected by the residents of the community. Their goal is to reach out into the community with a focus to serve specific constituencies including but not limited to senior citizens, people with disabilities, political activities, art and culture, the social minded and general interests.

- d) How much of this programming does applicant expect will be produced within the area to be served?

Based upon historical information, about 75% will be produced locally.

14. If applicant intends to provide a non-automated local origination service, describe policy for making time available for discussion of controversial issues of public importance. Attach as Exhibit

—

SCC has ensured equal access to public access facilities through the establishment of the SMC Advisory Board. The Board has established and distributed guidelines and by-laws governing access to training, facilities, and air-time. All SMC Advisory Board meetings are open to the public.

SMC advisors report periodically to SCC on its activities, processes, and programs.

Similarly, SCC is governed by a board, Shrewsbury's Electric Light Plant (SELP) Commission. Light Commission meetings are also publicly posted and open to the public.

During the twenty years of the Franchise, non-discriminatory access to facilities has been promoted.

15. State applicant's best estimate as to the following characteristics of origination facilities for the designated public access channel(s). Attach as Exhibit ____.

- a) Time of day that the facility will be available;

Policies, terms, and conditions for all public access facilities are set by the SMC Advisory Board.

The Public Access facilities are typically opened as follows:

<i>Monday-Thursday</i>	<i>9:30am to 10:00pm</i>
<i>Friday</i>	<i>9:30am to 5:00pm</i>
<i>Saturday</i>	<i>9:00am to 2:00pm</i>

Special requests for use of the facilities during other hours can be coordinated through the Public Access Coordinator.

b) Description of facilities and equipment available (including the cost of such equipment and facilities);

The Public Access facilities include 4,078 square feet including 1,125 square feet of studio space. The facility includes two edit stations; one control room; lighting grid; set storage area, five tape decks and related control systems for automated programming insertion on the three PEG channels.

DESCRIPTION OF FACILITIES:

First Floor

Lobby	20' x 16'	320 sq. ft.
Office and Conference	23' x 14'	322 sq. ft.
Equipment Rm.	10' x 9'	90 sq. ft.
Tech Bench	9' x 8'	72 sq. ft.
Storage	12' x 9'	108 sq. ft.
2 Lavatories	9' x 7' ea.	129 sq. ft.
Kitchen	10' x 9'	90 sq. ft.
Analogue Edit Rm.	8' x 10'	80 sq. ft.
Digital Edit Rm. #1	12' x 8'	96 sq. ft.
Digital Edit Rm. #2	8' x 6'	48 sq. ft.
Control Rm.	18' x 11'	198 sq. ft.
Studio	45' x 25'	1,125 sq. ft.
Total First floor		4,078 sq. ft.

Second Floor

Common Area	23' x 10'	230 sq. ft.
Manager's Office	15' x 12'	180 sq. ft.
Programmer's Office	15' x 12'	180 sq. ft.
Govt. Coord. Office	7' x 10'	70 sq. ft.
Ed. Channel Office	8' x 10'	80 sq. ft.
Tape Library	23' x 11'	253 sq. ft.
Channel 34 Playback	10' x 14'	140 sq. ft.
Playback for Chs. 33 & 35	15' x 18'	270 sq. ft.
Total Second Floor		1,403 sq. ft.

Specific other in-studio equipment and remote production equipment includes the following:

FIXED EQUIPMENT AT PARKER ROAD STUDIO

EQUIPMENT	QTY	@	AMOUNT
<i>JVC KY-29D STUDIO CAMERAS</i>	<i>3</i>	<i>\$17,000.00</i>	<i>\$ 51,000.00</i>
<i>TIME BASE CORRECTOR (TBC)</i>	<i>1</i>	<i>\$ 3,000.00</i>	<i>\$ 3,000.00</i>
<i>SONY MONITORS PVM14M4U</i>	<i>2</i>	<i>\$ 1,500.00</i>	<i>\$ 3,000.00</i>
<i>Bogan TRIPOD QUICKSET</i>	<i>3</i>	<i>\$ 800.00</i>	<i>\$ 2,400.00</i>
<i>DOLLY QUICKSET</i>	<i>3</i>	<i>\$ 180.00</i>	<i>\$ 540.00</i>
<i>JVC S-VHS Decks</i>	<i>5</i>	<i>\$ 5,000.00</i>	<i>\$ 25,000.00</i>
<i>AMIGA COMPUTER CPU & MONITOR</i>	<i>2</i>	<i>\$ 3,000.00</i>	<i>\$ 6,000.00</i>
<i>WAVE FORM MONITOR VECTOR SCOPE</i>	<i>1</i>	<i>\$ 4,000.00</i>	<i>\$ 4,000.00</i>
<i>Edit Controller</i>	<i>1</i>	<i>\$ 2,500.00</i>	<i>\$ 2,500.00</i>
<i>A/B Roll Edit controller</i>	<i>1</i>	<i>\$ 4,500.00</i>	<i>\$ 4,500.00</i>
<i>Echolab SWITCHER</i>	<i>1</i>	<i>\$20,000.00</i>	<i>\$ 20,000.00</i>
<i>Ramsa 24 channel mixer</i>	<i>1</i>	<i>\$ 8,000.00</i>	<i>\$ 8,000.00</i>
<i>JVC Digital Record deck BR 600 U</i>	<i>1</i>	<i>\$ 2,500.00</i>	<i>\$ 2,500.00</i>
<i>MAC Edit Stations including drives</i>	<i>2</i>	<i>\$ 8,000.00</i>	<i>\$ 16,000.00</i>
<i>Playback for Channels</i>	<i>3</i>	<i>\$15,000.00</i>	<i>\$ 45,000.00</i>
<i>TOTAL</i>			<i>\$ 193,440.00</i>

SMC PORTABLE EQUIPMENT

EQUIPMENT	QTY	@	AMOUNT
MONITOR: DUAL 7" COLOR SONY	3	\$ 700.00	\$ 2,100.00
TIME BASE CORRECTOR (TBC)	1	\$3,000.00	\$ 3,000.00
M367 AUDIO MIXER	2	\$ 600.00	\$ 1,200.00
TRIPOD QUICKSET	3	\$ 800.00	\$ 2,400.00
DOLLY QUICKSET	3	\$ 180.00	\$ 540.00
MATHEWS TRIPODS	5	\$ 200.00	\$ 1,000.00
AMIGA COMPUTER CPU & MONITOR	1	\$3,000.00	\$ 3,000.00
WAVE FORM MONITOR VECTOR SCOPE	1	\$4,000.00	\$ 4,000.00
JVC PORTABLE SVHS DECK	1	\$2,500.00	\$ 2,500.00
MIC: LAVS	4	\$ 125.00	\$ 500.00
MISC CABLES & CONNECTORS	1	\$ 500.00	\$ 500.00
REAR CONTROL SONY	3	\$1,000.00	\$ 3,000.00
BOGEN TRIPODS MINI	3	\$ 320.00	\$ 960.00
PANASONIC CAMCORDERS	2	\$2,000.00	\$ 4,000.00
LOWELL LIGHTS KITS	3	\$ 700.00	\$ 2,100.00
SURE WIRELESS MICROPHONE SYSTEM	1	\$1,000.00	\$ 1,000.00
PANASONIC MX50 A/V SWITCHER	1	\$4,500.00	\$ 4,500.00
JVC GY-X21BU S-VHS CAMCORDERS	2	\$8,000.00	\$ 16,000.00
CANON GL-1 CAMCORDER	6	\$2,400.00	\$ 14,400.00
BOGEN 3195 TRIPOD	1	\$1,100.00	\$ 1,100.00
MACKIE MIC MIXER 1402	1	\$ 650.00	\$ 650.00
SONY MONITORS 4B1U	2	\$ 650.00	\$ 1,300.00
PANASONIC AG-5710 S-VHS RECORDER	1	\$1,900.00	\$ 1,900.00
TOTAL			\$ 71,650.00

There are additional production facilities in the Selectmen's Room, located in Shrewsbury's Town Hall. The Selectmen's Room is equipped with four permanently mounted remote controlled cameras, upgraded in 2002. There is direct access to provide live telecasts from this facility. Shrewsbury High School also has a television studio linked to the Educational Channel for both live and taped programming.

- c) Technical assistance available;

The Public Access facility was staffed with 4.7 equivalent full-time employees. SMC has developed training programs and routinely hold classes on virtually all aspects of video production.

- d) Will origination facilities be located within the area to be served? ***Yes.***

The studio facility is located at

***Shrewsbury's Media Connection
57 Parker Road
Shrewsbury, Massachusetts 01545
Telephone: (508) 841-8650***

Additionally, video production can also be produced from the Selectmen's Room located at,

***Shrewsbury's Town Hall
100 Maple Avenue
Shrewsbury, Massachusetts 01545
Telephone: (508) 841-8396***

16. Attach as Exhibit ____ applicant's proposed procedures for servicing subscriber complaints.

SCC maintains personnel, hours of operations, communications equipment to ensure effective and timely responses to complaints.

- During normal business hours – Monday through Friday – 7:30am to 5:00pm, complaints or requests for service are accomplished the same day the service is requested.***
- Customer Service Representatives (CSR) are trained to provide first level service complaint troubleshooting over the telephone.***
- Complaint/request for service received Monday through Friday – 5:00pm to 7:00pm – through a telephone answering service are usually resolved the same day. In cases where the workload is excessive calls are returned the following morning.***
- A service technician is on the premises to respond to calls virtually immediately on Saturday from 8:00am to 3:00pm.***
- Calls received Monday through Friday – 7:00pm to 7:30am the following day are responded to on the following business day.***

- *Calls received Saturday after 3:00pm and all day Sunday are responded to on Monday or sooner. In cases of multiple complaints, a service technician is dispatched to resolve the complaint.*
- *Service technicians, via the Internet, are equipped with pagers, cell telephones, two-way radios and remote access to converter central/billing system.*
- *Complaints received during Saturday-Sunday, holidays, non-business hours, frequently receive return calls from the service technician in an attempt to resolve problems over the telephone if possible.*
- *All complaints are logged and filed into the record of complaints and action taken to resolve the problem.*

Billing Complaints

- *Billing complaints are handled by trained CSRs.*
- *CSRs are empowered to grant credits to customers for routine complaints of missed, miss-ordered pay per view events, failure to receive pay services or routine service charge issues.*
- *CSRs have access to all accounts, billing, service level changes, previous complaints and payments thereof.*
- *For billing complaints that cannot be resolved by the CSR, they are forwarded to the Manager of Customer Service and General Manager for the next level of resolution.*

IV. RATES

17. Specify proposed charges to subscribers:

- Installation charge: **\$35.00**
- Installation charge for any additional hookups in the same residence: **\$18.00**
- Basic monthly charge to subscribers: **\$12.70**
- Monthly charge for each additional television hookup: **N/C**, **additional converter \$3.35 per month, if requested.**
- Special rate(s) for multiple dwelling units, including apartment houses, motels, hotels, office buildings, mobile home parks, etc. ____
- Terminal charges (including converters): ____
- Any other rates or charges: ____

SUMMARY OF CHARGES

Monthly Charges	Existing Charges
Service	
Basic Service Includes converter	\$12.70
Basic Service w/ Sr. Disc	\$9.53
Exp Basic Includes Basic	\$27.55
Exp Basic Includes Basic w/ Sr. Disc.	\$20.66
Additional Converter Analog	\$3.35
Additional Converter Digital	\$7.95
Remote control	\$0.50
Home Maintenance Fee	n/c
Federal Regulatory Fee	n/c
Public access Fee	n/c
Franchise Fee	n/c
Cable Guide Magazine	\$1.00
Expanded Basic- Commercial	\$49.95
Digital Basic - Includes Digital Converter	\$11.95
HDTV - Includes Converter	\$8.95
PVR - Includes Converter	\$11.95

Installation New Subscribers	
Basic Installation	\$35.00
Additional Outlet w/installation	\$18.00
VCR Hook-up w/Installation	Free
Digital Converter Installation	\$50.00
Digital Stereo Hookup/ digital installation	\$18.00
Internet Installation (NIC Card extra)	\$99.00

Installation Existing Customers	
Service calls *	Free
Additional Outlet (per outlet)	\$23.00
Digital Stereo Hookup	\$18.00
Internet Re-setup of PC	\$50.00
Relocate Outlet	\$23.00
VCR hook-up	\$18.00
Digital Converter Installation	\$50.00
Additional E-mail addresses	\$5.00
Seasonal Disconnects	\$10.00

SUMMARY OF CHARGES**(Cont.)**

Monthly Charges	Existing Charges
Service	
Cinemax	\$8.95
The Movie Channel (MC)	\$8.95
Showtime (SHO)	\$8.95
Starz	\$8.95
Encore	\$8.95
Zee TV	\$9.95
TV Asia	\$9.95
Triple Value package SHO, MC, Flix	\$11.95
Playboy	\$11.95
Add service	No Charge
Downgrade after 60 days	No Charge
Downgrade within 60 days	\$10.00

* Free, except for repairs or service problems resulting from wiring done by customer or Internet service calls resulting from customer caused problems. Rate: \$20.00 for the first 1/4 hr. plus \$10.00 for each additional 1/4 hr.

18. Under what circumstances and at what distance from the trunk line does applicant propose that there will be an additional charge for a subscriber hookup? If the charge will be based solely on distance, state the charge per yard (or foot). If other criteria are (also) to be considered in determining the charge, enumerate the criteria and the subscriber costs. Attach as Exhibit ____.

The line extension policy is designed to provide for extension of the CATV system to potential new subscribers so as not to impose a financial burden on the existing system and its subscribers. The policy covers two areas.

1. Extension of service drop beyond the first 250 feet.

Service Drop

- *For overhead service drop beyond 400 feet - \$1.70 per foot.*
- *For underground service drop beyond 400 feet - \$2.30 per foot.*

In either case, if the service drop requires feeder cable or additional electronic equipment, the customer will be charged the actual cost of such installation.

2. Extension of trunk and/or feeder cables to serve a subscriber or group of subscribers.

Per subscriber cost for extension of trunk or feeder shall be calculated in accordance with the formula.

(Total line extension project cost) –

(Number of new subscribers x \$875) divided by number of new subscribers.

The number of new subscribers is the number of new subscribers to be served from the new line extension.

The specific dollar amounts in the above will be recalculated every two years or when there are significant changes in revenue per subscriber or construction cost.

Typically, line extension with subscriber concentration of 14 customers per mile for overhead on 29 customers per mile for underground provide sufficient return to the cable operator and does not require contribution by subscribers.

19. Attach as Exhibit ____ a schedule of fees to access users for production costs and use of origination equipment in excess of five minutes.

SCC has provided production facilities including a studio, portable equipment and editing equipment for the purpose of producing public, educational, and governmental programming. Use of the facilities and equipment is free of charge for programming to be aired on SCC's PEG channels for all non-commercial use and users.

SMC is responsible for developing and enforcing terms and conditions for use of the facilities and equipment.

20. Attach as Exhibit ____ a description of the policies that will govern the use of leased access channels, including the number available and charges for use.

SCC will comply with all requirements for availability, rates, and procedures for commercial leased access as required by Sec. 612 of the Communications Act of 1992 and Qualifying Small System Relief under Federal Law, Title 47 CFR 76.970.

V. TECHNICAL INFORMATION

21. Number of usable TV channels: **78 Analog Channels, more than 500 Digital Channels**

22. Indicate the general system design by checking the relevant categories:

- a) System type: Tree ___ Hub ___ Loop ___ Other **HFC**
- b) Distribution: Single trunk/feeder **X** Dual trunk/feeder ___ Other (specify) ___
- c) Two-way: Number of upstream channels **6**
- d) Return capability: Digital **X** Audio **X** Video **X**
- e) Extent of two-way: System wide **X** Trunk only ___ Other ___
- f) Timing of two-way: Year return capability activated: **EXISTING**
- g) Engineering/technical standards: FCC **X** NCTA ___ Other ___

File as Exhibit ___ a complete description of the proposed system, expanding on the above information, and including any data that will assist applicant in demonstrating unique features of proposed system.

GENERAL

A cable television system (CATV utilizes both fiber and coaxial cable to transmit digital/analog, video, audio, and high-speed data.)

SCC has engineered and installed a hybrid fiber coax system with capacity for carrying 77 Analog and 500 Digital channels in the forward direction and equipped the system with 6 video channels in the reverse direction. Currently, there are 77 Analog video, 45 Digital music, 133 Digital video, and 6 High Definition Digital video channels.

HEADEND

The Headend installation consists of a tower with receiving antennas FM, VHF and UHF signals. They are combined with satellite signals from 8 earth stations, alphanumeric and local origination channels from the studio are added and the total is then fed into the subscriber distribution system. The Headend is also the operation center for technical control, switching and monitoring of all high-speed data transmissions, institutional traffic routing, and converter controls.

THE SUBSCRIBER DISTRIBUTION SYSTEM

Trunk, bridging, and line extension amplifiers are electronic devices containing temperature control, automatic gain control and tilt control. They are remotely powered through the coaxial cable from a number of power supplies and amplify the video and audio signals in a broadband from 54 to 870 MHz. They are designed for lower noise figure. This assures high quality signal-to-noise ratios, and properly equalized signal levels of all transmitted channels into all house drops and to all subscriber television sets.

Trunk cables will be ¾" low loss coaxial cables. Distribution lines will be .625 low attenuation coaxial cables.

All amplifiers will be fully aligned and balanced for both forward and reverse transmission. In the forward direction, the signal level of highest and lowest channels will be measured at the ends of all distribution lines.

System design will assure the connection of all housing units to the system (100% density design).

SERVICE DROPS AND CONVERTERS

The service drop is strung between the subscriber's dwelling and the directional coupler in the distribution cable.

All drop cables are connected to the television set via a single 75 ohm cable, a 300 ohm matching transformer, or a separate video and audio RCA baseband cable connection. The single cable system allows subscribers to have direct cable connections to cable ready television sets for reception of no-scrambled analog channels.

Subscribers now have a choice of converter types depending on the subscriber choice of cable services.

The analog addressable converter permits the viewing of all Analog channels. The Basic Digital converter permits the viewing of all Analog and Digital channels. The Digital converter High Definition permits the viewing of all Analog, Digital and High-Definition television channels. The Digital PVR converter permits the viewing of all Analog and Digital channels plus additional functions for Digital video recording and Digital video playback. A hand-held remote is provided to all subscribers with Digital converters. Subscribers with Analog converters, the hand held remote control unit may be provided on an optional basis.

THE INSTITUTIONAL NETWORK

The Institutional Network is an all Fiber Network Infrastructure providing voice, video, data, and Internet services. The Shrewsbury institutional system features three separate networks serving the following institutions.

*Town Hall Building
Fire Depart. Headqtrs.
Electric Light Dept.
Highway Dept.
Shrews. Public Library
Old Senior High School
Beal School
Senior Center*

*Police Station
Lake Fire Station
Water Sewer Dept.
Floral Street School
Peaking Plant
Rolfe Ave. Substation
Paton School*

*Service Area
Middle School
Logan Substation
New High School
Masonic Site
Spring St. School
Coolidge School*

EMERGENCY ALERT SERVICE

The emergency alert service will provide a voice announcement on every active TV channel.

PARENTAL LOCKOUT SWITCH

SCC will make a parental lockout T feature available to allow parents to lockout any channel. A converter is required.

SYSTEM PERFORMANCE SPECIFICATIONS

The forward distribution system shall have a bandwidth of 52 to 870 MHz and have a capacity of carriage of 77 Analog and 500 Digital channels. It shall contain not more than 7-trunk amplifiers in cascade on the longest run including the amplifiers in the transportation trunk. Performance specifications at 68 degrees for 7 amplifiers are as follows:

<u><i>System Performance Specifications</i></u>	<u><i>Ratio</i></u>
<i>Carrier to noise</i>	<i>43.0 dB</i>
<i>Carrier to crossmod</i>	<i>51.2 dB</i>
<i>Carrier to second order</i>	<i>51.7 dB</i>
<i>Carrier to composite triple beat (IRC)</i>	<i>51.0 dB</i>
<i>Carrier to hum</i>	<i>3% dB</i>
<i>Carrier to intermodulation (for any product above</i>	<i>51.0 dB</i>

The performance of the system will be maintained to within 8dB over a six-month interval. Gain of amplifiers will be derated to assure compliance with performance specifications.

Frequency Response Specifications at 70 degrees for 7-trunk amplifiers are:

<i>Peak to Valley Response</i>	<i>> 10 dB</i>
<i>Peak to Valley Response (6MHz)</i>	<i>> 3 dB</i>
<i>Slope - not to exceed 12 dB at any point in the system</i>	

<u><i>Radiation Limits</i></u>	<u><i>Levels</i></u>	<u><i>Distance</i></u>
<i>Up to 54 MHz</i>	<i>20 uV/m</i>	<i>10 Ft.</i>
<i>54 to 216 MHz</i>	<i>20 uV/m</i>	<i>10 Ft.</i>
<i>Over 216 MHz</i>	<i>20 uV/m</i>	<i>10 Ft.</i>

23. Does applicant plan to reach certain subscribers selectively? **No** If yes, indicate in Exhibit techniques to be used, viz, division of subscriber base, etc.

24. Does applicant propose to provide the following equipment at the subscriber terminal:

- a) Converters **Yes, Analog, Digital, HDTV, PVR**
- b) Consoles **No**
- c) Other equipment **Remotes**

25. Does the applicant propose to modify the home set in any other way? **No** If yes, explain in Exhibit ____.

26. Attach as Exhibit **N/A** applicant's plans with regard to interconnection with other cable systems.

27. Attach as Exhibit ____ an explanation of safety measures for the proposed system.

The system safety measures to be used by Shrewsbury's Community Cablevision (SCC) are designed to protect the general public, cablevision subscribers, cablevision employees, and the utility employees. Every effort will be made to protect all citizens and property from trauma or damage. The safety measures include:

- A. Construction and operating practices will meet all state and local codes, as applicable. Construction practices, clearances, and climbing spaces shall be maintained on all utility poles, and accepted grounding procedures will be followed.***
- B. Installation of equipment will conform to the requirements of the National Electric Code and applicable state and local codes.***
- C. Antenna-supporting structures are designed in accordance with EIA specification RS-222A, and to the proper wind/ice loading for the area. Supporting structures are painted, lighted, erected, and maintained in accordance with applicable FAA rules and regulations, and applicable state and local codes and regulations.***
- D. Operating and maintenance personnel are thoroughly trained in the use of all safety equipment and the safe operation of vehicles and equipment. All areas of the CATV plant are routinely inspected and maintained so that conditions that could develop into safety hazards for the public and/or operating and maintenance personnel can be corrected before they become a hazard.***

VI. APPLICANT AND OWNERSHIP INFORMATION

28. Attach as Exhibit **E-1** a certified balance sheet of applicant as of the latest audit, showing applicant's financial position. If the status and composition of any assets and liabilities on the balance sheet are not clearly defined by their respective titles, attach as Exhibit ____ schedules which give a complete analysis of such terms. (It is assumed that the balance sheet will, to the best of applicant's knowledge, represent the applicant's *current* financial status.)

29. If applicant or any party thereof is an applicant or licensee as defined in M.G.L. c. 166A, § 1(e) in any other municipality within Massachusetts, supply as Exhibit ____ the following information for each such municipality:

- a) Name of municipality
- b) Status of franchise
 - 1) Application pending
 - 2) License granted/system not operational
 - 3) License granted/system operational

30. If applicant or any party to this application is an applicant or licensee outside of Massachusetts, supply as Exhibit ____ the same information requested in question 29 for each such municipality, including state in which municipality is located.

31. How much insurance does applicant propose to carry for the cable system described in this application? **\$9.7M**

32. State the proposed amount of bonding which will be submitted in accordance with M.G.L. c. 166A, § 5(k): **N/A**

33. Submit as Exhibit ____ the applicant's equal employment opportunity program for the system, indicating specific practices to be followed in order to assure equal employment opportunity for minority groups and women in each of the following aspects of employment practice: recruitment, selection, training, placement, promotion, pay, working conditions, demotion, layoff, and termination.

Shrewsbury's Community Cablevision (SCC) is an equal opportunity employer committed to positive efforts to remove artificial barriers to employment. It is the policy of SCC that no person be denied employment on the basis of race, color, religion, sex, national origin, age, handicap, or political affiliation or belief.

Equal opportunity is recognized as meaning equal access to training, employment, and promotional opportunities as well as equal pay, benefits, and treatment through all aspects of the employment process including recruitment, selection, working conditions, demotion, layoff, and termination.

It is also the policy of SCC to eliminate sex stereotyping by encouraging the entry of interested men and women in non-traditional fields of employment in which SCC has skill shortages.

Bias-free service is the responsibility of each employee of SCC. All supervisors are responsible for assuring that their units deliver service, free from discriminatory bias.

34. What policies does applicant propose, if any, to assure rights of privacy and rights to information of subscribers and other parties to the use and operation of the system? Questions to be considered:

- a) What procedures does applicant propose, if any, to insure that the subscriber is informed of any information obtained from the use of his or her television set?

The policy of SCC is to obtain no information from the subscribers' TV sets. The rights and privacy of subscribers will be protected at all times.

- b) Does applicant plan to obtain prior consent of each subscriber before undertaking or permitting others to undertake surveys, polls or other information gathering activities concerning individual subscribers?

All survey information obtained from the subscribers of SCC will be via mail or phone. Each subscriber will be fully informed regarding the solicitation of the information and its purpose. Participation in any survey is strictly voluntary. Information will not be recorded by customer name, address, or account.

Shrewsbury's Community Cablevision's Privacy Notice

As a cable television customer in Shrewsbury, you are entitled to know the following regarding SCC's "Customer Privacy Policy" under federal law:

In order to provide reliable, high quality service and maintain adequate records, information is kept that contains your name, address and telephone number, the number of cable television outlets, converters and remote controls in your home, the service options you have selected, and your billing and payment record.

The information above is the only personal information kept in our records. This information is considered confidential and is disclosed to third parties only if disclosure is necessary to provide cable television service or to conduct related business activities such as mailings or collection service for past due accounts.

As an SCC customer, your customer information is kept, and may be retained for a longer period of time, if it is needed for business purposes. This information is destroyed when it is no longer necessary.

You have the right to inspect the records relating to your account and to correct any errors you may find. You also have the right under federal law to enforce limitations regarding the collections or disclosure of information. If you wish to review the information contained in your account, you may contact us at (508) 841-8500.

35. If applicant wishes to state any additional information to support its request for a license, attach such a statement as Exhibit ____

OWNERSHIP

In accordance with the provisions of Statute 1891, Chapter 370 of the General Laws, Shrewsbury's Electric Light Plant was established by a vote taken at Town Meetings held on March 2, 1908 and May 12, 1908. A two-thirds vote being necessary to authorize the establishment of an electric light plant; the following vote was recorded in compliance with Statute 1891, Chapter 370 at the March 2, 1908 meeting: Yes - 125; No - 22. The following vote was recorded at the May 12, 1908 meeting: Yes - 110; No - 16.

MGL Chapter 164 Section 34 enables a town to purchase, construct, maintain and operate a community antenna television system for use by its inhabitants. The Town began to sell electricity in October of 1908 for house lighting. Shrewsbury's Electric Light Plant has served the Town for 84 years. It has established a proven record of efficiency, reliability, and service. Throughout the years, major technological changes have occurred in the industry but Shrewsbury's Electric Light Plant has maintained a leadership position in the public power field.

- a) Attach as Exhibit a copy of applicant's corporate articles of organization, partnership agreement, or other organizational documents.
- a) If any ownership interest in the applicant, including but not limited to shares of stock or partnership interests has been or will be sold or otherwise distributed, attach as Exhibit copies of all documents relating to such sale or distribution, including but not limited to stockholder agreements, restrictions on transfer of ownership interests and any provisions for re-acquisition of any ownership interest by the applicant or its affiliates. If any agreement provides for re-acquisition of ownership interests, estimate the amount that will be paid for such re-acquisition. If any agreements, formal or informal, have been or will be entered into whereby the consideration used to acquire an ownership interest in the applicant is supplied, directly or indirectly, by the applicant or its affiliates, such agreements shall be disclosed.

- c) If any agreements or other documents called for in Question 35.b. are executed after the deadline for filing amendments to applications, copies of such agreements or documents must be filed with the issuing authority and the Commission within seven days of such execution.

VII. TRANSFER OR ASSIGNMENT

Applicants for transfer (transferee) or assignment (assignee) of an existing license under M.G.L. c. 166A, § 7 must answer the following questions:

36. Name of transferor or assignor:

Street Address

State

Zip Code

37. Date license expires: _____

38. What is the consideration to be given for the proposed transfer or assignment? Attach as Exhibit ____ copies of any and all agreements between transferor/ee and assignor/ee.

39. Give a full statement of transferee's or assignee's reasons or purposes for requesting this license in Exhibit ____.

40. Identify by date and names of parties any contracts entered into by assignor, which will be performed by assignee. If any changes will be made in contracts assumed by the assignee, describe fully in Exhibit ____.

41. Attach as Exhibit ____ a certified balance sheet of applicant as of the applicant's last audit.

42. How is the transfer of control to be effected?

- a) Change in classification of voting rights in stock;
- b) Issue of stock or sale of Treasury stock;
- c) Reduction in the outstanding stock;
- d) Other (specify)

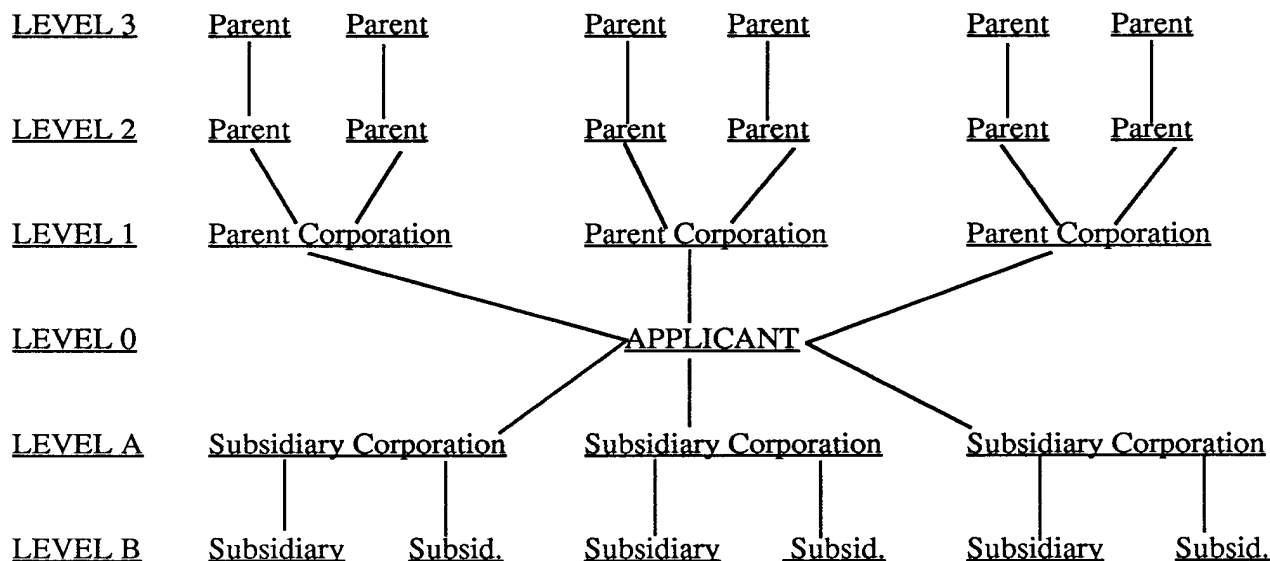
43. What specific provisions is applicant making to insure continuity of service to system subscribers during the transfer or assignment? (Attach as Exhibit ____)

44. Does applicant contemplate changes in any of the following areas of system operations within 12 months of the proposed transfer or assignment?

Explanation of Attachment 2 (Ownership Information)

There are two data collection goals in the "Ownership Information" section of this form:

- 1) Question 1 asks the applicant to provide a corporate "family tree" with itself at the center. In simplified fashion, such a "tree" might look like this:



- 2) Questions 2 through 6 must be answered for each of the corporations or other business entities named in Question 1's "family tree", including the corporation which is the applicant (Level 0). Thus, for example, if there is one (1) corporation named in Level 0, two (2) in Level 1, one (1) in Level 2, one (1) in Level 3, two (2) in Level A, and none in Level B, seven sets of questions 2-9 must be filed, one for each of the seven corporations or other business entities identified in the "family tree."

- 3) Question 7 need only be answered to the first level (Level 1).

NOTE TO COMMISSIONERS: Attachment 2 replaces all of Section VI in the original form 100, except question 44, which is added as question 7 here. Attachment 2 is taken from FCC Form 325, slightly modified to meet the needs of this Commission.

Read the explanation and special instructions for this section before attempting to answer any of the following questions. *Questions on ownership do not apply.*

- a. Check appropriate business format for applicant:
- (i) Individually owned ____
 - (ii) Corporation serving one community ____
 - (iii) Corporation operating cable systems in more than one community, but these operations are not separate corporations ____
 - (iv) Partnership ____
 - (v) Other (specify) **X** ***Municipal Light Plant – Town of Shrewsbury***
- b. If the applicant is an individual, give the name, city and state of residence, and social security number of the owner, in the space provided, *then continue with question 7:*

City _____ State _____

- c. "Family Tree" (See explanatory model with instructions)
For each corporation or other business entity in the "family tree," indicate name, city and state of principal office, and employer identification number (E.I.).

- (i) Level 0

Applicant	City	State	E.I. Number
-----------	------	-------	-------------

If this applicant is a single corporate entity operating cable systems in more than one community, but these operations are not separate corporations, list below the community, county, and state of all of the systems operated in this manner.

- (ii) Level 1

Provide the indicated information for any corporation or other business entity that owns 25% or more of the voting stock of the reporting cable system named in Level 0:

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

(iii) Level 2

Provide the indicated information for any corporation or other business entity that owns 25% or more of the voting stock of the entity or entities named in Level 1. In each case, indicate which entity in Level 1 is the subsidiary of the entity named in Level 2:

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

(iv) Level 3

Provide the indicated information for any corporation or other business entity that owns 25% or more of the voting stock of the entity or entities named in Level 2. In each case, indicate which entity in Level 2 is the subsidiary of the entity named in Level 3:

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

(v) Level A

If the applicant (Level 0) owns 25% or more of the voting stock of any corporation or other business entity, provide the indicated information:

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

(vi) Level B

If the entity or entities named in Level A owns 25% or more of the voting stock of a corporation or other business entity, provide the indicated information. In each case, indicate which entity in Level A is the parent of the entity named in Level B.

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Name	City	State	E.I. Number
------	------	-------	-------------

Questions 2 through 9 should now be answered for each of the corporations or other business entities named in the preceding "family tree."

Name of Business Entity Reporting Below	City	State	E. I. No.

2. Capitalization (Only applies to corporations)

Class of Stock (preferred, common, or other)	Voting or non-voting	Number of Shares			
		Authorized	Outstanding	Treasury	Other

3. Officers, directors, and ownership interests. (For partnership, list the name, social security number, city and state of residence, and percent of interest in the partnership of each general or limited partner. For corporations, list all officers and directors (whether or not they own stock) and stockholders who own 1% or more of the voting stock of the corporation. If an ownership interest exists, record this to the nearest whole percent based on the total number of outstanding shares of voting stock in the corporation, exclusive of treasury stock. Where stock is held by a stockholder in a street name, this fact should be noted, but no further information concerning such stockholder need be furnished.

(Complete chart)

Name	Address	City/State	Social Security or E.I. no.	Corporate Position	% Interest

4. If there is any close family-relationship (i.e., husband-wife, parent-offspring, brothers, sisters, or brother-sister) between any of the officers, directors, or stockholders listed in Question 3 of 207 CMR 7.01, list below the name of the persons and the relationship.

Name		Name of related person	Relationship

5. If any of the corporate stock listed in Question 3 of 207 CMR 7.01 is held for any other person who is the beneficial owner of the stock, list below the name of the beneficial owner and the name of the person who votes the stock (e.g., trustee, executor, or custodian).

Name of person voting stock	Name of beneficial owner	City	State	Social Security or E.I. number

6. Has any person named in Question 3, 4, or 5 of 207 CMR 7.01 been found guilty of any felony in any federal or state court within the past ten years? _____

7. If the answer is yes, submit as Exhibit _____ a statement disclosing the person and matters involved and identifying the court and proceeding by date and file numbers.

8. If any persons listed in Questions 3, 4, or 5 are aliens, submit as Exhibit _____ a list of their names, addresses, and nationalities.

9. If the applicant is unable to supply all of the information requested in 207 CMR 7.01 for itself and all of the corporations or other business entities named in question 1(c) ("family tree"), submit as Exhibit _____ a list of those persons or business entities for which any of the requested information is not being furnished and include a detailed explanation of why the omitted material is unavailable.

10. If any of the persons, corporations, or other business entities named in Questions 1(b) and (c), 3, or 5 of 207 CMR 7.01 is a stockholder owning 5% or more of the voting stock of any communications entity of the type described below, or is an officer, director, partner or individual owner of such an entity, fill in the appropriate information. If the interest is a fiduciary one, e.g., trustee, check column F. Record ownership interests to the nearest whole percent (based on the total number of outstanding shares of voting stock, exclusive of treasury stock, in case of corporation).

a. Interests in any AM, FM, or television broadcast licensee or permittee.

Name of individual/entity having ownership interest	Name of broadcast entity	Call letters	AM, FM, or TV	Nature of Interest	% Voting Interest	F

b. Interests in other cable television systems. (Do not include non-operating franchises)

Name of individual/entity having ownership interest	Name of cable television entity	City	State	Nature of Interest	% Voting Interest	F

c. Interests in manufacturers of cable television equipment.

Name of individual/entity having ownership interest	Name of cable television equipment manufacturer	City	State	Nature of Interest	% Voting Interest	F

d. Interests in communications common carriers.

Name of individual/entity having ownership interest	Name of communications common carrier	City	State	Nature of Interest	% Voting Interest	F

e. Interests in daily newspapers.

Name of Individual/entity having ownership interest	Publisher's Name	Published for		Nature of Interest	% Voting Interest	F
		City	State			

11. List for level one of ownership tracking, those who hold 10% or more of the outstanding indebtedness as of the date of this application:

	<u>Name of Creditor holding indebtedness</u>	<u>Amt. in \$</u>	<u>% of total outstanding indebtedness</u>	<u>Terms</u>
A.	Bonds			
B.	Loans			
C.	Notes			
D.	Mortgages			
E.	Other (specify)			

SCHEDULE G: EQUITY FINANCING - OWNERSHIP DISTRIBUTION PLAN

Provide the requested information for each type or form of equity ownership employed or intended to be employed in the plan of ownership distribution. If appropriate, cite specific exhibits providing additional explanatory information.

Type(s) of Equity Ownership	Name and Address of Owners	Units (Shares) to be acquired	Percentage of Total Ownership	Percentage of Total Equity Financing	Nature and Value of Consideration

_____ ***DOES NOT APPLY***

Equity Financing - Flow of Funds

For the years indicated provide the requested information for *each* type, form, or class of equity employed. Distributions of Equity Capital include dividends or any other return of equity capital such as the reacquisition of ownership.

1. Sources of Equity Capital

	1	2	3	4	5	6	7	8	9	10	TOTAL

TOTALS											

2. Distributions of Equity Capital

TOTALS